



## OPEN EXAMINATION BULLETIN

# STATIONARY ENGINEER

## CONTINUOUS FILING

### SPOT – Alameda and Contra Costa Counties

IT IS THE OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

TYPICAL TASKS	<p>Under the general direction, to perform a variety of skilled work in the operation, maintenance, and repair of boiler, heating, air conditioning, ventilating, lighting, power, water, water treatment, and other mechanical systems normally found in a state hospital, institution, large office building or complex of buildings, may instruct or lead other engineers, may instruct or lead resident workers, and do other related work.</p> <p>Positions exist in State Public Health laboratories in Alameda and Contra Costa counties.</p>
WHO SHOULD APPLY	Persons who meet the minimum qualifications (entrance requirements) as stated. Applications will NOT be accepted on a promotional basis.
HOW TO APPLY	<p>This is an open examination. To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available and may be filed in person or by mail with:</p> <div><div>DEPARTMENT OF HEALTH SERVICES PROGRAM SUPPORT BRANCH 1800 Third Street, Room 455 P.O. Box 942732 Sacramento, CA 94234-7320</div><div>(916) 323-4084 TDD (916) 657-3042</div></div> <p><b><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</i></b></p>
FILING INFORMATION	There is no final filing date. Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.
TESTING PERIOD	The testing period for the Stationary Engineer examination is 24 months. A person may not be examined more than once in a testing period.
SALARY RANGES	\$4213 per month.
TESTING INFORMATION	If you have a disability and need special arrangements, mark the appropriate box in Section 2 of the application Form STD. 678. You will be contacted to make specific arrangements.
IDENTIFICATION REQUIREMENT	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
WRITTEN TEST DATE	Written test date will be set as needed.
INTERVIEW DATE	It is anticipated that interviews will be held two to three weeks following the written test date.
ELIGIBLE LIST INFORMATION	Names of successful competitors are merged into the list in order of final scores regardless of date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. This list will be used by the Department of Health Services only. Transfers of eligibility will not be allowed.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p><b>IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE BASIC QUALIFICATIONS REQUIRED.</b></p>

NOTE: Applications/resumes **MUST** contain the following information: "to" and "from" dates (month/day/year), time base, civil service class title(s), (and range, if applicable). College course information **MUST** include: title, semester or quarter credits, name of institution, completion dates,

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and degree (if applicable). **Applications/resumes received without this information will be rejected.**

MINIMUM  
QUALIFICATIONS

**Either I**

Completion of a recognized apprenticeship for Stationary Engineers. (Apprentices who are within six months of completing their apprenticeship program may be admitted to the examination, but must present evidence of completion prior to appointment.)

**Or II**

**Experience:** Four years of experience performing duties which included the operation, maintenance and repair of boiler, heating, refrigeration, ventilation, and power equipment or large commercial, industrial, or institutional buildings including the operation and maintenance of air condition systems involving the use of automatic controls. **and**

**Education:** Completion of 700 hours of formalized technical instruction relating to Stationary Engineering in training offered by such established programs as: Job Corps, Skill Centers, ROP, Trade Schools, Military, and JTPA (Joint Training Partnership Act). (An Associate of Arts or Certificate in Mechanical Electrical Technology, which must have included at least 12 semester units of instruction in heating, ventilation, and refrigeration systems involving the use of automatic controls may be substituted for the 700 hours of technical instruction.) Students who are within six months of completing their degree will be admitted to the examination but they must present evidence of completion prior to appointment.

*Two years of additional qualifying experience may be substituted for the required education.*

EXAMINATION  
INFORMATION

This examination will consist of a written test weighted pass/fail and a qualifications appraisal interview weighted 100 percent.

In order to obtain a position on the eligible list, a minimum rating of 70 percent must be attained.

SCOPE

In addition to evaluating the candidates relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring competitively, relative to job demands, each competitor's:

**KNOWLEDGE OF:**

1. Boilers and auxiliary boiler room equipment, heating, lighting, ventilating, air conditioning, power, refrigeration, building electric and pneumatic controls, water treatment, and other mechanical or electrical equipment.
2. The methods, tools, materials, and equipment used in the operation, maintenance, and repair of such equipment.

**ABILITY TO:**

1. Follow oral and written directions.
2. Demonstrate mechanical ability.
3. Keep accurate records.
4. Install, operate, and make repairs to the various types of equipment listed above in the knowledge requirements.
5. Make written reports, read, interpret, and work from plans, drawings, and specifications.
6. Lay out work for others and direct them in this work.
7. Analyze situations accurately and take effective action.

VETERANS  
PREFERENCE

Veterans preference credits will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested these points through the State Personnel Board. Due to changes in the law, which were effective January 1, 1996, **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS CREDITS.**

**GENERAL INFORMATION**

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the date of the interview due to a verified postal error, he/she will be rescheduled upon written request.

**Applications** are available at State Personnel Board offices, through the Internet at <http://www.spb.ca.gov>, or at local offices of the Employment Development Department, and the Department noted on this bulletin.

If you meet the requirements stated on this announcement, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

**Examination Locations:** The written test will be administered at 2151 Berkeley Way, Berkeley, CA 94704.

**Eligible Lists:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

**Interview Scope:** If an interview is conducted, in addition to the scope described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of candidate's recognition of own training needs, plans for self-development, and the progress made in efforts toward self-development.

**Veterans Preference:** California law allows granting of veterans preference points in open entrance examinations and open nonpromotional examinations. Credit in open examinations is granted as follows: 10 points for veterans, widows and widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in open nonpromotional examinations is granted as follows: five (5) points for veterans, and 10 points for disabled veterans. Directions for applying for veterans preference points are on the Veteran Preference Application Form 1093 which is available from State Personnel Board Offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

The California Relay (Telephone) Service for the Deaf or Hearing Impaired: From TDD: 1-800-735-2929 From VOICE TELEPHONE: 1-800-735-2922

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